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Minutes of the Meeting of

Kittson Soil & Water Conservation District Board of Supervisors

Held on Wednesday August 9th, 2017

The Board of Supervisors of the Kittson Soil & Water Conservation District held its regular scheduled meeting on Wednesday August 9th, 2017 at 7 AM in the Kittson County Courthouse Meeting Room.

Members present at the meeting included: Chairman CJ Peterson; Vice Chairman, Joe Wilebski; Secretary, Heather Peterson; Treasurer, Justin Dagen and Public Relations Ron Anderson.

Others present at the meeting were District Technician, Justin Muller; District Technician, Jeremy Benson; and NRCS Technician, Michael Steinhauer.

The minutes from the July 12th, 2017 board meeting were approved, upon a motion by Wilebski, seconded by Dagen and unanimous vote of supervisors.

Upon a motion by Wilebski, seconded by H. Peterson and unanimous vote of the supervisors the treasurer's report was approved as presented by Kittson SWCD Staff.

Justin Muller reported to the board on the Commissioners meeting pertaining to Buffer Enforcement. Last Tuesday August 1st, 2017, Justin Muller, Jamie Osowski, Joe Wilebski and Heather Peterson met with the County Commissioners to discuss an agreement with the county on enforcement. Discussion was had on how the agreement could be handled; County Administrator Eric Christenson drew up a plan on how he sees the money being handled, he stated by putting the money in a pot and only pay us \$12,500 to start with in the first year the remaining \$135,000 can be put into a general fund. The commissioners in attendance did not agree with this plan. The plan that the Kittson SWCD presented was accepted by the commissioners and the Kittson SWCD staff will report to the commissioners on the money spent annually. The next step in the Buffer Enforcement is to hire new office staff; current office staff put together 4 job scenarios for hiring. Discussion was had on what the best scenario would be for the office and the amount of training that would be required. Following discussion, option 3 for an Outreach Coordinator was the option the board would like to see hired for. Upon a motion by H. Peterson and Seconded

by Wilebski and unanimous vote of supervisors the Kittson SWCD will hire an Outreach Coordinator. Justin stated that advertisement for the job position needs to be discussed and where the board would like the advertisements to be ran. Justin stated that the next board meeting is Wednesday September 13th; the job opening could close on Friday September 8th to allow resumes to be sent to the board members prior to the next board meeting and then discussion can be had at the September board meeting. Discussion was had on where the board would like to have the job opening advertised; Justin stated that it will be placed on the Kittson SWCD website, MACDE website, and in the local newspapers including Crookston and TRF Times. Motion was made by Wilebski and seconded by Anderson and unanimous vote of supervisors to begin advertising for the Outreach Coordinator for 4 weeks closing at end of business on Friday September 8th, 2017 in local newspapers and on social media.

Michael Steinhauer gave the NRCS Report:

August is Women's Equality Month

CSP: There was 1 application approved and another one that will be approved. Need to be completed by Friday August 11th.

CRP: There have been 16 contracts have been accepted in 2017 and still working on eligibility and accepting applications, but no new contracts have been approved since May.

NRCS Computers and Office Space: Michael reported that they have not heard anything on the NRCS computers or office space lately.

Other: Michael reported that they are unsure on what is happening with the potential furlough.

Justin Muller gave the District Technician report:

Buffers: Justin reported that the office sent out 140 letters to landowners that were not in compliance, this brought in a few more landowners with questions. Staff is currently working with landowners to get in compliance and sign up for cost share. He reported they will begin more staking once wheat harvest wraps up.

WCA: Justin reported that he has been working on applications and landowner questions.

County Ag Inspector: Justin stated that he has been sending out weed letters, there are a lot of weeds in the county this year.

SSTS Upgrade: Justin reported that he has the plan for the Bakke upgrade and the contract is drawn up. The estimate came from Anderson Brother's Construction and the contract will be for the amount of \$17,108.05. Motion was made by Dagen and Seconded by H. Peterson and unanimous vote of supervisors to approve the contact for the Bakke Septic Upgrade. Justin reported that following this project, we will have to send back \$3,000 and the next application period is open for another round of money. Justin stated that if we apply for the 2018 round of funds we could use a sliding scale for potentially more

applicants to apply. The application funding is open for up to \$45,000. Motion was made by H. Peterson and seconded by Wilebski and unanimous vote of supervisors to apply for the 2018 septic upgrade funds.

Cover Crops: Justin reported that Mark Larson stopped in the office and was interested in doing 80 acres of a fall seeded cover crop and the contract would be for the amount of \$9600. He stated that the landowner of this piece that Mark would like to put the cover crop on is out of state and he was not be able to obtain the signature by the board meeting. Motion was made by Dagen and seconded by Wilebski and unanimous vote of supervisors to approve Mark Larson's Cover Crop contract contingent on the landowner's signature of 80 acres of fall seeded cover crop for a total of \$9600.

County Budget: Justin reported that office staff proposed the Kittson SWCD budget to the commissioners on Tuesday August 1st and brought them a project that has been brought to the SWCD's attention in Hill Township. Justin reported that the county is going to give us the amount we proposed which was a \$20,000 increase for a total of \$63,000. With this increase from the county, BWSR will match this amount 1 to 1. The county also approved a 3% increase for County Ag Inspector.

Other: An elk damage inspection meeting will be held on August 29th in Lake Bronson to discuss training for this position. Discussion was had on if the Kittson SWCD wants to complete these inspections.

Jeremy Benson gave his District Technician report

Buffers: Jeremy reported that with the Buffer cost share money and riparian aid money, the Kittson SWCD will have \$327,000 to put towards cost share or flat rate on structural practices. There are a few sites that need 50' buffers that could use side water inlets that we could flat rate on. Jeremy reported that the office has been receiving many calls from landowners that want staking done for the 50' buffers.

State Cost Share: Jeremy reported that the design for Steve Weberg's project will be completed by the end of August and there will be a contract for this project in September. Paul Gillie's rock chute design will be complete by the end of September and there will be a contract for this project in October. The Frog Pond in Halma needs a well sealed, Jeremy reported that he contacted Jon Leader Well Sealing and he looked at the well, Jon Leader stated that he will need to contact Anderson Brother's Construction for a bid on fill; he will have an estimate soon. Discussion was had on the septic system for The Frog Pond.

Other: Jeremy reported to the board that the shelving in the tree shed are currently not the greatest and are starting to rot in places. Jeremy looked into wire shelving with wheels, similar to what Grand Forks County SCS has and he presented the board with 4 different

options with option 3 being the best deal. Discussion was had on the shelving and where the funds would come from. Motion was made by Dagen and Seconded by Wilebski and unanimous vote of supervisors to approve the new wire shelving in the tree shed. Jeremy stated that he will be attending a Conservation Planning course in Redwood Falls next week. Jeremy sat in on a JAA webinar, he gave an update on that. He also updated the board on the DNR Ob Well reading from July. Rain Gauge reading from June 2017 was an average of 3.16 inches and June 2016 was an average of 5.78 inches, July 2017 readings were an average of 1.47 inches and July 2016 was an average of 5.65 inches. The total average rainfall for 2017 since January 1 is 6.3 inches. Justin reported that there is a 25 by 25 listening session on September 5th in the evening at UMC, staff will also be attending a BWSR listening session in Detroit Lakes on September 6th. Discussion was had on the Wage compensation spreadsheet that was sent out by Jamie Osowski to staff and board members. Justin also spoke to the board about getting the buffers implemented and if the Kittson SWCD should look into getting another drill. The SWCD's current drills can do the jobs but the Brillion is starting to show wear. More discussion will be had on this topic at future meetings.

Next Board meeting will be held on September 13th, 2017 at 7 AM.

With no further business to come before the Board the meeting was adjourned.



Heather Peterson, Secretary